

BOARD MEETING MINUTES

MISSISSIPPI DEPARTMENT OF INFORMATION TECHNOLOGY SERVICES

June 25, 2009

The Mississippi Department of Information Technology Services Board met in the 4th floor Class Room of the Robert G. Clark, Jr. Building, 301 North Lamar Street, Jackson, Mississippi 39201, on Thursday, June 25, 2009, at 1:30 P.M.

Members Present:

Cecil Watkins, Chairman

Thomas A. Wicker, Vice-Chairman

Steve Adamec

Derek Gibbs

John Hairston

Staff Members Present:

David L. Litchliter, Executive Director

Martha Pemberton, ISS Division Director

Lynn Ainsworth, ISS Deputy Division Director

David Johnson, Accounting Manager

Roger Graves, Telecomm Services Division Director

Jimmy Webster, Information Security Division Director

Claude Johnson, Strategic Services Division Director

Tangela Harrion, ISS Technology Consultant

Renee Murray, ISS Technology Consultant
Teresa Washington, ISS Technology Consultant
Tina Wilkins, ISS Technology Consultant
Cheryl Yelverton, ISS Technology Consultant
Ravaughn Robinson, ISS Technology Consultant
Jane Woosley, ISS Technology Consultant
Sheila Kearney, ISS Technology Consultant
Gary LeBlanc, ISS Technology Consultant
Melinda Simmons, ISS Technology Consultant
Paula Conn, ISS Technology Consultant
Debra Spell, ISS Technology Consultant
Caren Brister, Strategic Services Division
Jay White, Information Security Division
Laura Pentecost, Data Services Division

Others Present:

Lee Ann Mayo, Capitol Resources
Kris Gautier, AT&T
Mark Hollingsead, Ciber, Inc.
Travis Clayton, Ciber, Inc.
Clay Johnston, Mississippi Department of Public Safety
Mark Allen, Mississippi Department of Public Safety
Jason Jennings, Mississippi Department of Public Safety

Joel Savell, Mississippi Department of Human Services
Jackie Surrell, Mississippi Department of Human Services
Valeria O'Neal, Mississippi Department of Human Services
Tim Ragland, Mississippi Department of Human Services
Don Thompson, Mississippi Department of Human Services
Christian Pruett, Mississippi Board for Community and Junior Colleges
Debbie Borgman, Mississippi Board for Community and Junior Colleges
Audrey McAfee, Mississippi Department of Corrections
Joel Yelverton, Yelverton Consulting
James Dunaway, Mississippi State Hospital
Marc Wilson, Mississippi State Department of Health
Joe Surkin, Mississippi State Department of Health
Greg Hoes, Kronos Incorporated

Agenda Item No. 1: Cecil Watkins called the meeting to order and directed the Board's attention to the first agenda item, approval of the minutes from the ITS Board Meeting on May 28, 2009.

On motion by Tom Wicker and second by Steve Adamec that the minutes of the May 28, 2009 meeting be approved:

Motion carried; unanimously.

Agenda Item No. 8: Melinda Simmons presented the recommendation for RFP No. 3236-38236 for a Change Order to the Turnkey Agreement with L-1 Identity Solutions, Inc., to add a driver license

point of sale system for the **MISSISSIPPI DEPARTMENT OF PUBLIC SAFETY (DPS)**, Driver Services Division. The staffs of ITS and DPS jointly recommend approval of this Change Order Request at a cost of \$0.6288 per transaction to provide hardware, software, and services for 141 stations, at an estimated 5 year lifecycle cost of \$2,515,200.00. With this Change Order, the revised total lifecycle cost of this project is \$20,426,327.00.

On motion by John Hairston and second by Derek Gibbs that the staff recommendation be approved:
Motion carried; unanimously.

Agenda Item No. 2: Debra Spell presented an overview and request to issue RFP No. 3587-38008 for the acquisition and installation of EBT/Electronic Payment Services to replace the existing Electronic Benefit Transfer (EBT) system for the **MISSISSIPPI DEPARTMENT OF HUMAN SERVICES (MDHS)**. The staffs of ITS and MDHS jointly request approval to advertise and publish RFP No. 3587-38008 and to increase the protest bond amount to \$5,000,000.00 for the acquisition of Electronic Benefit Transfer services for the **MISSISSIPPI DEPARTMENT OF HUMAN SERVICES**.

On motion by Steve Adamec and second by John Hairston that the staff recommendation be approved:

Motion carried; unanimously.

Agenda Item No. 3: Ravaughn Robinson and Audrey McAfee, IT Director, presented the recommendation for Project No. 38018 for approval of an exemption for the **MISSISSIPPI DEPARTMENT OF CORRECTIONS (MDOC)** to acquire digital copier/multi-function equipment from the Mississippi Department of Finance and Administration, Office of Purchasing,

Travel, and Fleet Management State Contract. The staffs of ITS and MDOC jointly recommend approval of the exemption request at a total estimated not-to-exceed 3-year lifecycle cost of \$1,508,688.00. MDOC will purchase these devices from DFA state contracts for purchase and rental of copiers, in compliance with all statutory requirements.

On motion by Steve Adamec and second by Tom Wicker that the staff recommendation be approved:
Motion carried; unanimously.

Agenda Item No. 4: Teresa Washington presented the recommendation for RFP No. 3441-38247 for the acquisition of a time, attendance, and scheduling system for **MISSISSIPPI STATE HOSPITAL (MSH)**. The staffs of ITS and MSH jointly recommend the selection of Kronos Incorporated to provide a time, attendance, and scheduling system at a total 1-year lifecycle cost of \$1,124,181.00.

On motion by John Hairston and second by Derek Gibbs that the staff recommendation be approved:
Motion carried; unanimously.

Agenda Item No. 5: Tangela Harrion presented the recommendation for RFP No. 3468-38173-38174 for the continuation of the Agreements with James Consulting Services for a programmer analyst to perform design, re-design and modification services for the METSS application, and with Ciber, Inc. for a database administrator and six programmer analysts to perform services for the MAVERICS/JAWS applications for the **MISSISSIPPI DEPARTMENT OF HUMAN SERVICES (MDHS)**. The ITS Board originally approved James Consulting to provide a senior programmer and Ciber, Inc. to provide a DBA and six senior programmers in June 2006 for a lifecycle cost of \$3,677,700.00. The staffs of ITS and MDHS jointly recommend approval of the

continuation of the Professional Services Agreements with James Consulting Services through August 31, 2010 in an amount not to exceed \$115,000.00, and with Ciber, Inc. through August 31, 2010 in an amount not to exceed \$1,110,900.00. With these continuations, the revised total lifecycle cost of this project is \$4,903,600.00.

On motion by Steve Adamec and second by Derek Gibbs that the staff recommendation be approved:

Motion carried; with dissenting vote from John Hairston.

Agenda Item No. 6: Ravaughn Robinson and Christian Pruett, Director of Distance Learning, presented the recommendation for Project No. 38283 for a Change Order to the Agreement with Wimba, Inc., to acquire Wimba Pronto software licenses for the **STATE BOARD FOR COMMUNITY AND JUNIOR COLLEGES (SBCJC)**. The ITS Executive Director originally approved the acquisition of the Wimba Collaboration Suite in October 2008 for a lifecycle cost of \$892,059.00. The staffs of ITS and SBCJC jointly recommend approval of this Change Order Request in the amount of \$302,800.00, to purchase Wimba Pronto software licenses. With this Change Order, the revised total lifecycle cost of this project is \$1,194,859.00.

On motion by John Hairston and second by Steve Adamec that the staff recommendation be approved:

Motion carried; unanimously.

Agenda Item No. 7: Debra Spell presented the recommendation and evaluation for RFP No. 3558-37526 for the acquisition of a statewide Mississippi Immunization and Disease Surveillance System (MDISS) for the **MISSISSIPPI STATE DEPARTMENT OF HEALTH (MSDH)**. The staffs of ITS and MSDH jointly recommend that the award to Consilience Software be rescinded for failure to

successfully negotiate a contract within the prescribed time period, and that Scientific Technology Corporation be selected as lowest and best vendor responding to RFP No. 3558, to provide an integrated software solution and implementation services for a comprehensive, statewide Immunization and Disease Surveillance System, at a total not-to-exceed 5-year life cycle cost of \$8,263,450.00.

On motion by Tom Wicker and second by Derek Gibbs that the staff recommendation be approved:

Motion carried; unanimously.

On motion by Steve Adamec and second by John Hairston that the ITS Board commend Cecil Watkins for his distinguished service as an ITS Board member for over eleven years:

Motion carried; unanimously.

David Litchliter presented Cecil Watkins with a Mississippi state flag having been flown over the Capitol in honor of his service as an ITS Board member.

The Board acknowledged Agenda Item No. 9 regarding the summary of equipment, software and services, exemptions and sole source procurements approved by the ITS Executive Director.

On motion by Steve Adamec and second by Tom Wicker that the following per diem and expenses be approved:

Steve Adamec - per diem and expenses for 1 day;

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Derek Gibbs - per diem and expenses for 1 day;

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John Hairston - per diem and expenses for 1 day;

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Cecil Watkins - per diem and expenses for 1 day;

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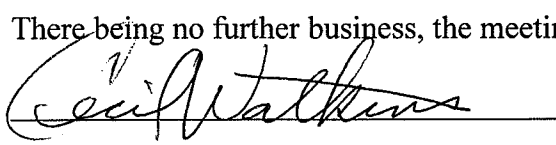
Tom Wicker - per diem and expenses for 1 day;

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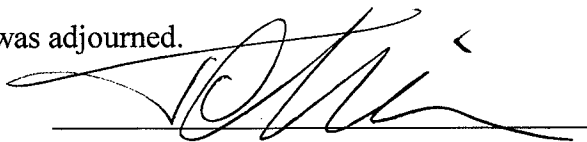
Motion carried; unanimously.

Cecil Watkins, as Chairman of the ITS Board and serving in the last month of his term, passed the gavel to Tom Wicker to serve as Chairman of the ITS Board for one year, effective July 1, 2009, during the last year of his term and noted that Steve Adamec would serve as Vice-Chairman for one year, effective July 1, 2009, during the fourth year of his 5-year term.

There being no further business, the meeting was adjourned.

A handwritten signature in cursive script, appearing to read "Cecil Watkins", written over a horizontal line.

Cecil Watkins, Chairman

A handwritten signature in cursive script, appearing to read "Tom Wicker", written over a horizontal line.

Tom Wicker, Vice-Chairman